

## DECISION

### **by the Management Committee of the Office of the Body of European Regulators for Electronic Communications (BEREC Office) on the Public Register of the BEREC Office Documents**

#### **The Management Committee of the BEREC Office,**

Having regard to recital 13 of Regulation (EC) No 1211/2009 of the European Parliament and of the Council of 25 November 2009 establishing BEREC and the Office

Having regards to Articles 18 and 22 of Regulation (EC) No 1211/2009 of the European Parliament and of the Council of 25 November 2009 establishing BEREC and the Office<sup>1</sup>,

Having regards to Regulation (EC) No 1049/2001 of the European Parliament and of the Council of 30 May 2001 regarding public access to European Parliament, Council and Commission documents<sup>2</sup>,

Having regards to the Decision by the Management Committee of the BEREC Office concerning the transparency and access to documents at the BEREC Office of 27 May 2010<sup>3</sup> and in particular Articles 7 and 8 thereof;

Whereas, to make citizens' rights effective, each Institution and European Body shall provide public access to a register of documents in electronic form;

Whereas, references to documents shall be registered in the register without delay, with a reference number for each document;

Has adopted the following Decision:

#### **Article 1**

##### **Public Register of BEREC Office documents**

- 1). The public register of the BEREC documents (hereinafter referred to as 'the Register') established in compliance with the Decision № BoR (11) 37 by the Board of Regulators of BEREC on the Establishment of a Public Register of the BEREC Documents, shall be used for registering the documents of the BEREC Office and in particular of the Management Committee in compliance with Decision № MC (10) 28 by the Management Committee of the BEREC Office concerning the transparency and access to documents at the BEREC Office of 27 May 2010.
- 2). The documents of the BEREC Office Management Committee shall be entered in a special section in the BEREC Register entitled "BEREC Office".

<sup>1</sup> Official Journal L 337 , 18/12/2009 P. 0001 - 0010

<sup>2</sup> Official Journal L 145 , 31/05/2001 P. 0043 - 0048

<sup>3</sup> MC (10) 28

## **Article 2**

### **Principles and Rules Governing the Register**

All principles and rules governing the Register of the BEREC documents shall apply mutatis mutandis to the Section dedicated to the BEREC Office documents.

## **Article 3**

### **Structure of the Register Section dedicated to BEREC Office Documents**

- 1). The Register Section dedicated to BEREC Office documents shall have the following structure:
  - a) Brochures;
  - b) Press Releases (issued by the Management Committee and the Office);
  - c) Office Annual Work Programmes;
  - d) Office Annual Activity Report;
  - e) Budget of the Office:
    - Annual Budget of the Office;
    - Report on the Budgetary and Financial Management;
    - Final Accounts;
  - f) Decisions of the Management Committee;
  - g) Public Procurement;
  - h) Publication of Notices;
  - i) Management Committee Meetings:
    - Agendas;
    - Meeting Conclusions;
  - j) Rules of Procedure;
  - k) Declarations of interests and commitment;
  - l) Others.

## **Article 5**

### **Entry into Force and Implementation**

- 1). The current Decision shall enter into force on the day of its adoption.
- 2). The Administrative Manager shall be responsible for undertaking all measures necessary to implement the current Decision.

Done at Barcelona, on 30 September 2011.

**For the Management Committee**

**Chris FONTEIJN  
BEREC Chair for 2011**